

Mortgage Lenders Reporting Requirements and Due Dates-

1. North Carolina Annual Report Questionnaire-

NC SAFE Act Annual Report Questionnaire ("ARQ") should be submitted electronically via [the OCOB website](#) and is due annually by March 31st. The ARQ collects only North Carolina loan data from January 1 through December 31. Reference 04 NCAC 03M .0401(a).

2. Financial Statement-

Lenders are required to upload, to the NMLS, an audited statement of financial condition that demonstrates a net worth of at least one hundred thousand dollars (\$100,000).

In addition, if the audited statement of financial condition does not include evidence of one or more warehouse lines of credit totaling one million dollars (\$1,000,000), or other evidence of sufficient funding capacity, then evidence of the same must be provided to the NCCOB. This information should be emailed to LJohnson@nccob.gov. Reference N.C.G.S. § 53-244.115(d)(3); 04 NCAC 03M .0401(b).

3. Mortgage Call Report-

All licensees must submit the NMLS Mortgage Call Reports on a quarterly basis (based upon a calendar year). The information is due within 45 days of the end of each quarter. The Call Report is designed to collect mortgage origination volume and financial information from the company. Reference N.C.G.S. § 53-244.115(d)(3); 04 NCAC 03M .0401(d).

1 st Qtr end	March 31 st	REPORT DUE	May 15 th
2 nd Qtr end	June 30 th	REPORT DUE	Aug 14 th
3 rd Qtr end	Sept 30 th	REPORT DUE	Nov 14 th
4 th Qtr end	Dec 31 st	REPORT DUE	Feb 14 th

4. Quarterly Loan Level Data-

In addition to the NMLS Mortgage Call Report, North Carolina will also collect loan level data from lenders. The licensee will submit information on the characteristics of loan originations in an electronic format, on a quarterly basis (based upon a calendar year), within 45 days after the close of each quarter. This information will be submitted through the [NCCOB Online website](#).

NCCOB has established a gradual phase-in for lenders as set forth below. Lenders should refer to their 2009 ARQ, specifically, the total origination dollar volume from questions 1, 2, 3, 4, and 5, to determine which timeline applies to your company. Reference Rule 04 NCAC 03M .0401(c).

Phase I – Lenders that reported loan origination volume over \$50 million for 2009 were required to comply beginning 01/01/11.

Phase II - Lenders that reported loan origination volume over \$10 million but less than \$50 million for 2009 are required to comply beginning 01/01/12.

Phase III - Lenders that reported loan origination volume less than \$10 million are required to comply beginning 01/01/13. This phase will include all lenders licensed in 2011.

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